



## Steering Committee

Stockton School for Adults

Thursday, September 20, 2018, 2:00-4:00pm

### Outcomes

- Review and Input on Service Alignment with Agency and CBO partners
- Community Pro Suite Update and Decision
- Consortium Budget Update
- Tracy Budget Update and Augmentation Decision
- Strategy Updates: Capacity Building, Curriculum Alignment, Connecting to Pathways

### Agenda

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**2:00 I. Introduction**

- A. Outcomes and Agenda Review
  - B. Quick Updates
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**2:10 II. Referral Management and Service Alignment**

- A. Review Background and Proposal
    - Community Pro Suite Proposal
    - Partner Integration (review list)
    - Data Trainer for Partners Education and Implementation
  - B. Decision
    - Community Pro Suite Proposal
    - Partner Integration (review list)
    - Data Trainer for Partners Education and Implementation
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**3:00 III. Consortium Budget Update and Proposed Tracy Augmentation**

- A. Budget Status Overall
  - B. Member Budget Comparisons
  - C. Tracy Proposal
  - D. Decision
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**3:30 IV. Strategy Updates**

- A. Capacity Building
  - B. Curriculum Alignment
  - C. CTE Programs and Connecting to Pathways / IET
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**3:55 V. Summary and Next Steps**

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**4:00** *Close*

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## **Referral Management / Service Alignment Background and Proposal**

### **CP Suite Background and Proposal**

Background CP Suite 1-Pager and Cost Proposal

Proposal: Purchase CP Suite for DSAEA Members now

### **Service Alignment**

Background

- WIOA and AEP call for regional integration
- See CP Suite 1-pager regarding benefits of aligning to community resources

Data trainer would provide hands-on training and support to partners in implementing and using CP Suite.

Proposal - Hold a study session with partners in November to

- Educate and gauge interest
- Present and get feedback on data trainer idea

3. Submit a budget proposal in November/December to pay for

- Integration of interested partners
- Data trainer

<b>Draft List of Priority Providers</b>	<b>Key Groups to Invite to Study Session</b>
Housing Authority of SJ County	
CalWORKS	
CA Human Development	
Catholic Charities of the Diocese of Stockton	
El Concilio/Council for Spanish Speakers	
Family Resource and Referral Center	
Fathers and Families of SJ	
Goodwill Industries	
SJ & Calaveras Co. Electrical Joint Apprenticeship	
Stockton/ SJ Public Library	
Youth Employment Opportunity Program/EDD	
<i>Additional Partners</i>	
<b>Non-Service Providers</b>	
Lodi District Chamber of Commerce Partners in Education (PIE)	
Head Start Child Development Council	
SJ Area Apprenticeship Coordinators Association	
Greater Stockton Chamber of Commerce, Business Education Alliance	

## **Community Pro Suite Highlights**

Community Pro Suite is a cross-agency referral management and case management application. It provides access to a broad set of community resources that can be brought together to support the adult student in their quest to develop a meaningful career that equips them to earn a living wage.

### ***Overview***

- What: A cross-agency referral management and case management application for use by AEBG members and partners: Adult Schools, Community College, Workforce Boards, CalWorks, CalFresh, Probation, Rehabilitation
- How: CP Suite matches data across existing information systems. There is no duplicate data entry.
- Data Privacy: Fully compliant with FERPA and California Education Code via student opt-in and agency Data Sharing Agreement to protect all student data

### ***Benefits***

- Increased Persistence and Transition: Accelerates adult student persistence and completion by accessing support services
- Increased College Enrollments: Increases the college enrollments of motivated, prepared students
- Increased Program Effectiveness: Supports assessment of effectiveness of transition programs
- Real-Time Web-based Referrals: Facilitates “warm hand-off” and “no wrong door” through web-based referral to a “live” catalog of services. Includes confirmation of student participation.
- Ability to Maintain Funding by Tracking Outcomes: Facilitates partners to get credit for participants’ outcomes after referral (e.g., CalWorks and WorkNet get credit for adult education outcomes)

### ***Adoption***

- 8 AEP consortia have implemented CP Suite (including State Center, Chabot-Las Positas)
- Developed by an company with expertise in Adult Education data systems

### ***Adult School Interest***

- Adult School principals are supportive of the ability to track student transitions and gain access to community-based support service

### ***Community College Role / Implementation***

- 1-2 days of initial programming then automated upload of spreadsheet for data matching to cloud based application
- Being implemented by 29 community colleges to date.

### ***Cost (Paid for by dedicated AEP/AEBG funds)***

- Initial implementation: \$135,000 (paid for by AEP data funding)
- Ongoing referral system management: \$25,000

### ***Relation to College Next / California Colleges Guidance Initiative***

- Community Pro would be complementary to Delta’s use of CCGI
- Community Pro is a “horizontal” integration to link to various community resources, while CCGI is a “vertical” integration between K-12 and postsecondary specifically for academic transcripts

### ***Timeline***

- September 13: Meeting with Community Pro, Carol, Kathy, Salvador, Gerardo, Chelsea PDC
- September 20: Steering Committee to discuss and decide purchase decision
- Fall: Legal reviews and set-up
- Winter/Spring: Implement



**QUOTATION**

Prepared for: Delta Sierra Regional Alliance

Primary Contact: Paul Downs, Project Coordinator

Date of Quote: 9/10/2018

Number of Days Quote is valid: 30

Date Quote Expires: 10/10/2018

Revision\* 4.0

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Line #	Description	Unit	Qty	Each	Total
<b>Participation Parameters</b>					
<b>Database Integration for Members</b>				<b>IT system</b>	
	Calaveras County Office of Education	FTE day	2.5		
	Lodi Unified School District	FTE day	2.5	ASAP	
	Manteca Unified School District	FTE day	2.5	ASAP	
	River Delta Joint Unified School District	FTE day	2.5		
	San Joaquin County Office of Education	FTE day	2.5		
	San Joaquin Delta Community College District	FTE day	2.5	Banner	
	Stockton Unified School District	FTE day	2.5	Aim/Schoolhouse	
	Tracy Joint Unified School District	FTE day	2.5	ASAP	
	DSRA Headquarters	FTE day	0	--	
1	Allowance for days of professional services for DBMS integration	Per day	20	\$2,000	\$40,000
<b>Professional Services for customizations for Members:</b>					
Creating additional local reports, making adjustments to inter-agency workflows; adding new workflows					
		FTE day	20		
2	Allowance for additional professional services including:	Per day	20	\$2,000	\$40,000
<b>Database Integration for Partners</b>					
Workforce Investment Board - WorkNet					
		FTE day	inc	CalJobs	
3	Allowance for days of professional services for DBMS integration	Per day	0	\$2,000	\$0
<b>Professional Services for customizations for Partners;</b>					
Creating additional local reports, making adjustments to inter-agency workflows; adding new workflows					
			0		
4	Allowance for additional professional services including:	Per day	0	\$2,000	\$0
Estimate of total student population			6,693		
Cost per student per day = \$0.01			per student per month	\$ 0.30	
			Monthly subscriptions fee	<u>2,036</u>	
5	Cost per student per month and total annual fee for AY 18/19 (start date 12/1/18)		7	\$ 2,036	\$14,251
6	Cost per student per month and total annual fee for AY 19/20		12	\$ 2,036	\$24,429
7	On-site training	Per day	4	\$2,500	\$10,000
<b>Total all-in quotation</b>					<b>\$128,680</b>
Prepayment Discount				5%	<b>(\$6,434)</b>
<b>Net quotation</b>					<b>\$122,246</b>



Tracy Adult School  
Budget Increase Proposal  
2018-2019

Tracy Adult School's goal is to accelerate learning and help more students reach post-secondary education and careers. The addition of one fulltime Counselor/Transition Specialist will provide guidance and assistance for students in all programs with individualized case management and referrals. The Transition Specialist will work under the direction of the Director of Adult Education and Career and Technical Education in the implementation of the Delta Sierra Adult Education Alliance's regional transition plans and goals.

**Tracy Adult School's Current Budget**

Certificated Salaries (Includes 5% raise)	\$484,709
Classified Salaries (Includes 5% raise)	\$308,494
Supplies and Materials	\$32,100
Services	\$34,350
Indirect Cost	\$38,276
<b>Total</b>	<b>\$897,929</b>

AEBG Funds (Includes June 5 <sup>th</sup> increase, \$15,000 for P.D. and COLA increase)	\$810,125
WIOA	\$120,559
<b>Total</b>	<b>\$930,684</b>

**2018-2019 Surplus Funds** **+\$17,755**

**Cost for Fulltime Counselor/Transition Specialist**

Cost of a fulltime Counselor/Transition Specialist/ 205 days of service	\$92,062 - \$128,370
Estimated Budget Shortfall	\$74,307 - \$110,615

**Proposal**

Tracy Adult School is proposing an increase of \$110,000 in order to add one fulltime counselor/Transition Specialist.